



**Justice Center for the
Protection of People
with Special Needs**

KATHY HOCHUL
Governor

DENISE M. MIRANDA
Executive Director

Dear Potential Bidder:

The NYS Justice Center for the Protection of People with Special Needs (Justice Center) is requesting proposals from qualified Bidders that can provide services to maintain an already established, fully compliant Medicaid Administration Cost Allocation Plan ("CAP").

The Justice Center works with multiple State oversight agencies ("SOA"s) performing activities, including those on behalf of the State Medicaid agency ("DOH"), in order to promote the proper and efficient administration of the State Medicaid plan. Specifically, the Justice Center assists with Medicaid provider oversight and quality and ensures that patient standards of care are met through critical incident reporting, investigations of abuse and neglect, corrective action plan reviews, and training of Medicaid providers. The Justice Center does not provide any direct services on behalf of the Medicaid program. Investigation findings information is provided by the Justice Center and used by the SOAs in order to monitor provider compliance with standards of care so providers may maintain their Medicaid provider status.

This RFP outlines the terms and conditions, and all applicable information required for submission of a proposal. For Bidders' convenience, the RFP and its related appendices have been made available in electronic format at the Justice Center's website at <https://www.justicecenter.ny.gov/procurement-opportunities>.

All questions regarding this RFP should be submitted via email, no later than January 23, 2023, at 12:00 PM ET to jc.sm.contracts@justicecenter.ny.gov. Proposals must be received by February 27, 2023 at 6:00 PM ET.

Pursuant to State Finance Law § 139-j and § 139-k, this solicitation includes and imposes certain restrictions on communications between Justice Center personnel and a prospective bidder during the procurement process. Designated staff for this solicitation are Michele Pezzula and Amanda Shooks and can be contacted at jc.sm.contracts@justicecenter.ny.gov. Contacts made to other Justice Center personnel regarding this procurement may disqualify the prospective bidder and affect future procurements with governmental entities in the State of New York.

Thank you.